

HENNEPIN COUNTY

MINNESOTA

FINAL COMMITTEE AGENDA

BOARD OF HENNEPIN COUNTY COMMISSIONERS OPERATIONS AND LIBRARIES COMMITTEE

TUESDAY, JULY 31, 2018
1:30 PM

Chair: Linda Higgins, District 2

Vice-Chair: Jeff Johnson, District 7

Members: Mike Opat, District 1
Marion Greene, District 3
Peter McLaughlin, District 4
Debbie Goettel, District 5
Jan Callison, District 6

1. Minutes From Previous Meeting

- A. 07/10/2018 Operations & Libraries Meeting Minutes

2. New Business

Routine Items

- A. **18-0305**

Amd 2 to Agmt A110030 with Cologix Minneapolis, LLC to provide fiber optic connections between the county's three data centers and other sites, no change to contract dates, incr NTE by \$650,000 for new total NTE of \$1,200,000

Items for Discussion and Action

- B. **18-0306**

Establish distribution process for public datasets; reserve right to charge fees for special request datasets

- C. **18-0307**

Neg Agmt with Tech-Logic to design, construct and install Automatic Materials Handling systems at the Ridgedale and Eden Prairie libraries (CP1002169), NTE \$1,875,960

- D. **18-0308**

Neg contract 4779A8 with Noor Companies using statutory set-aside authority for the Hosmer Library Refurbishment project

- E. **18-0309**

Amd 2 to Agmt A130946 with Election Systems & Software, LLC for provision of software and maintenance services, increasing the NTE by \$550,000 for a total new NTE of \$5,800,000

HENNEPIN COUNTY

MINNESOTA

COMMITTEE MINUTES

BOARD OF HENNEPIN COUNTY COMMISSIONERS OPERATIONS AND LIBRARIES COMMITTEE

TUESDAY, JULY 10, 2018

1:30 PM

Chair: Linda Higgins, District 2
Vice-Chair: Jeff Johnson, District 7

Members: Mike Opat, District 1
Marion Greene, District 3
Peter McLaughlin, District 4
Debbie Goettel, District 5
Jan Callison, District 6

Commissioner Linda Higgins, Chair, called the meeting of the Operations and Libraries Committee for Tuesday, July 10, 2018 at 3:07 PM. All Commissioners were present.

1. Minutes From Previous Meeting

- A. 06/19/2018 Operations & Libraries Meeting Minutes

Commissioner Jeff Johnson moved to approve the Minutes from the Previous Meeting, seconded by Commissioner Debbie Goettel and approved - 7 Years

2. New Business

Items for Discussion and Action

- A. 18-0276

Change the polling location of Fort Snelling Precinct 1 for the 2018 primary and general elections

CONSENT

Commissioner Debbie Goettel moved to approve, seconded by Commissioner Jeff Johnson and approved - 7 Years

- B. 18-0277

Appoint two County Board members to the Hennepin County Canvassing Board; schedule the 2018 Primary and General Election Canvassing Board meetings

CONSENT

Commissioner Jan Callison moved to approve and appoint two County Board members. Commissioner Jan Callison moved to appoint Mike Opat and Jan Callison to the Canvassing Board, seconded by Commissioner Mike Opat and approved - 7 Years

3. Old Business

- A. 18-0265

Schematic Design approval for the Public Works Medina Communications Consolidation Project (CP 1005639) Contract A188896 with The Alliance for continuation of architectural and engineering services, 6/27/18-1/31/21, NTE \$597,680

RETURNED TO AUTHOR

Commissioner Mike Opat moved to return to author, seconded by Commissioner Jeff Johnson and approved - 7 Years

4. Adjourn

There being no further business, the meeting of the Operations and Libraries Committee for Tuesday, July 10, 2018 was declared adjourned at 3:15 PM.

Yolanda C Clark
Deputy Clerk to the Board

HENNEPIN COUNTY

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Board Action Request 18-0305

Item Description:

Amd 2 to Agmt A110030 with Cologix Minneapolis, LLC to provide fiber optic connections between the county's three data centers and other sites, no change to contract dates, incr NTE by \$650,000 for new total NTE of \$1,200,000

Resolution:

BE IT RESOLVED, that Amendment 2 to Agreement A110030 with Cologix Minneapolis, LLC to provide fiber optic connections between the county's three data centers, with no changes to contract dates, increasing the not to exceed amount by \$650,000 for a new total not to exceed amount of \$1,200,000, be approved; that the Chair of the Board be authorized to sign the Amendment on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

Cologix Minneapolis, LLC is a fiber optics communications company that fulfills a critical role in the county's overall network infrastructure. Cologix owns or controls fiber optic cables and equipment in the 511 Building, a central fiber distribution hub for downtown Minneapolis. This facility houses and connects different entities across the area, as well as to services from external vendors. The county uses this location to facilitate its internet access connections and other critical services with partners.

The 511 Building has been a large investment for the county as it builds fiber links to and from this location. The county will continue to use this facility while building fiber infrastructure to be less reliant on it, however, as the central Minneapolis fiber corridor, it would not be cost effective to abandon partner connections via this location. Previous Board Resolution 11-0039 approved the original contract A110030, and Amendment 1 was approved via Resolution 12-0321.

ATTACHMENTS:

Description	Upload Date	Type
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HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0306

Item Description:

Establish distribution process for public datasets; reserve right to charge fees for special request datasets

Resolution:

BE IT RESOLVED, that the Hennepin County Board of Commissioners supports making Hennepin County produced public datasets more freely and openly available without charge or licensure to the public in a commonly recognized and easily produced format; and

BE IT FURTHER RESOLVED, that the Hennepin County Board of Commissioners hereby directs the County Administrator to establish a distribution process for public datasets deemed suitable for free and open public sharing through the county website, including appropriate data practices classification and legal disclaimers necessary to avoid risk associated with releasing these data sets; and

BE IT FURTHER RESOLVED, that the Board may establish fees to be charged by county business units for public data provided in other formats and to accommodate special requests under the applicable rules and statutes that govern said requests.

Background:

Resolution 14-0036, adopted on February 11, 2014, resulted in the development of a process to manage and distribute public geographic information systems (GIS) data. Since that time, 46 datasets have been made available to the public. These datasets are accessed on the Hennepin County website an average of 900 times per month.

There continues to be growing interest, both locally and nationally, in the free and open sharing of public data produced by government agencies. The emergence, continued refinement and benefit of new information technologies have dramatically changed the way citizens search for and expect to find, consume and utilize government information. These technological advancements enable the aggregation of larger quantities of data and allow government to provide information to the public with increasing efficiency.

Current Request: Hennepin County is committed to increasing the level of transparency and accountability to the public in county government. This board action request seeks support in making Hennepin County produced public datasets free and open to the public without charge or licensure in a commonly recognized and easily produced format. The county would retain the ability to charge and collect fees for data provided in other formats and when certain special requests are received.

Minnesota Statutes provide significant legal protection for the county when data is provided in a manner that complies with statutory immunity provisions.

It is also requested that the County Administrator be directed to establish a data distribution process for existing public datasets deemed suitable for free and open public sharing using our website, and that appropriate data classification practices and legal disclaimers be developed to support the county.

HENNEPIN COUNTY

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Board Action Request 18-0307

Item Description:

Neg Agmt with Tech-Logic to design, construct and install Automatic Materials Handling systems at the Ridgedale and Eden Prairie libraries (CP1002169), NTE \$1,875,960

Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate an Agreement with Tech-Logic for design, construction and installation of Automatic Materials Handling systems at Hennepin County Ridgedale and Eden Prairie libraries in an amount not to exceed \$1,875,960; that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the Agreement on behalf of the County; and that the Controller be authorized to disburse funds as directed.

Background:

Hennepin County currently owns eight Ultra-Sort Automatic Materials Handling Machines (AMH) manufactured by Tech Logic Corporation in White Bear Lake, MN. The Ultra-Sorts are large conveyance and sorting machines that assist the Libraries in managing the over 15 million items circulating through the system annually. The last large scale installation of an Ultra-Sort was to replace the Lyngsoe AMH at Minneapolis Central in 2014 and provided for a book drop at the entrance on Nicollet Mall.

The current Ridgedale (1999), Eden Prairie (2004) machines are among the oldest devices in the HCL system and rely on pneumatic controls which are loud, prone to failure and no longer manufactured. Along with the 8 large newer Ultra-Sorts, the library system has fourteen (14) smaller AMHs, all on the same operating platform. The small AMH are similar mechanically and operationally, with interchangeable Smart Bins that can be used on all machines as materials are transported throughout the 41-location system. Use of a single operating platform makes training, operating and safety procedures easier and more consistent allowing staff who operate these systems to work at any location. Additionally, the Library employs two full time technical staff trained to service and maintain the machines. Finally, the software running the AMH systems allows monitoring and control of all machines from one central site.

The Hennepin County Purchasing Department has approved a sole source purchase of the machines for Ridgedale and Eden Prairie. HCL used the Request for Proposal process in 1999 when seeking an Automated Materials Handling system for the Ridgedale Regional Library. The only other bidder was determined to be non-responsive in discussions held following the bid opening.

Funding for this contract is available through the Library Equipment Replacement Project (1002169), which has already been approved by the County Board. Replacement of the machines will occur while the buildings are closed for renovation/construction to minimize disruption for staff and patrons.

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0308

Item Description:

Neg contract 4779A8 with Noor Companies using statutory set-aside authority for the Hosmer Library Refurbishment project

Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate contract 4779A8 with Noor Companies GBC (Noor) for the Hosmer Library Refurbishment Project, pursuant to the set-aside authority of MN Stat. 471.345, Subdivision 8; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to award this contract to Noor, within the approved project budget; that the Chair of the Board be authorized to sign on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

County Board Resolution 17-0393 approved the schematic design for the Hosmer Library Refurbishment Project (Capital Project 1004470) and authorized an award of one or more contracts to contractors offering the best value, provided the contract price is within the approved project budget.

This request seeks County Board authorization for the County Administrator to negotiate a competitively-priced contract within the approved project budget with Noor for the Hosmer Library Refurbishment Project.

The basis for this request is Noor's agreement with the Community Offender Management Division of the Department of Community Corrections and Rehabilitation to employ no fewer than fifteen (15) ex-offenders on the project, sourced through its Community Productive Day Enterprise Program.

The county will require Noor, a general contractor, to solicit multiple subcontractor bids for each scope of work, thus ensuring the contract reflects competitive pricing.

Earlier this year, Noor, a woman- and minority-owned general contractor, built the new Estes Funeral Chapel in North Minneapolis using a crew of ex-offenders sourced through the Community Productive Day Program. This crew had no prior construction experience, yet in 150 days, with the oversight of experienced trade members, these county clients advanced from learning basic construction skills to building walls. That outcome demonstrated the efficacy of this career pathways program, which prepares county clients for employment and apprenticeship training programs in the building trades. The county clients employed by Noor were provided on-the-job training by Noor and were paid a prevailing wage of \$17.50 per hour. Additionally, Noor coordinated its training of these clients with the county's wrap-around-service provider.

Noor will provide on-the-job training directly and through its subcontractors to fifteen (15) county clients, who will be involved in both self-performed work and work delivered by subcontractors. This multi-trade approach to on-the-job training will give clients the opportunity to experience multiple facets of the construction process. Exposure to a broad range of work types will help clients decide the type of work or trade they prefer, which is important for deciding whether to pursue additional training through pre-apprenticeship training programs, union apprentice training programs, and/or employment by contractors that specialize in these areas. Noor will also coordinate its training of county clients with HIRED, the county's wrap-around service provider for these clients.

Impact/Outcomes: Approval of this request advances county policies that promote training and

employment of ex-offenders. Through this negotiated contract with Noor, ex-offenders will receive paid on-the job training and employment by the contractors that will refurbish the Hosmer Library.

HENNEPIN COUNTY

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Board Action Request 18-0309

Item Description:

Amd 2 to Agmt A130946 with Election Systems & Software, LLC for provision of software and maintenance services, increasing the NTE by \$550,000 for a total new NTE of \$5,800,000

Resolution:

BE IT RESOLVED, that Amd 2 to Agmt A130946 with Election Systems & Software, LLC for the provision of software and maintenance services, increasing the contract amount by \$550,000 to a new total not to exceed amount of \$5,800,000, be approved; that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the Amendment on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

Hennepin County Resolution 13-0134, adopted on April 23, 2013, authorized the purchase of new digital scan voting equipment for scanning and tabulating ballots cast on election-day and central count machines for counting absentee ballots from the vendor Elections Systems & Software, LLC. (ES&S). This purchase included four central count machines.

Changes in state statute in 2014 led to an expanded use of absentee balloting, which has increased the need for central count machines to tabulate the additional volume of absentee ballots. Three additional machines are needed to efficiently process the anticipated increase of absentee ballots in 2018 and beyond. This request is to approve an amendment to the agreement with ES&S for voting equipment in an amount not to exceed \$5,800,000, which is an increase of \$550,000, to cover the additional software and maintenance needs for the equipment. These funds were included in the approved 2018 Resident and Real Estate Services' budget.

This technology request has been reviewed and approved by the office of the Hennepin County CIO.